

LEICESTER FOREST EAST COMMUNITY LIBRARY

England & Wales · Charity number 1163963

Details

Status Registered

Legal form CIO

Registered 2015-10-13

Register [View on the Charity Commission register](#)

Contact

Address Leicestershire County Council
Leicester Forest East Library
76 Rushmere Walk
Leicester Forest East
Leicester
LE3 3PD

Phone 01162336273

Email leicesterforesteastcommlibrary@gmail.com

Website www.lfelibrary.org

Activities

Objects: TO PROMOTE FOR THE BENEFIT OF THE RESIDENTS OF LEICESTER FOREST EAST AND THE SURROUNDING AREAS AND COMMUNITIES THE PROVISION OF A COMMUNITY LIBRARY SERVICE FOR RECREATION AND OR OTHER LEISURE TIME OCCUPATION OF INDIVIDUALS WHO HAVE NEED OF SUCH FACILITIES BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABLEMENT, FINANCIAL HARDSHIP OR SOCIAL AND ECONOMIC CIRCUMSTANCES OR FOR THE PUBLIC AT LARGE IN THE INTERESTS OF SOCIAL WELFARE AND WITH THE OBJECT OF IMPROVING THE CONDITION OF LIFE OF THE SAID RESIDENTS.

Activities: Provision of a Lending Library Service on behalf of Leicestershire County Council.Hire of library and other income generation activities that will allow the volunteers, members and trustees of the Community Library in Leicester Forest East to afford to operate and continue to provide a lending library service in Leicester Forest East

Classification

- **How:** Provides Services
- **What:** General Charitable Purposes, Education/training
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, The General Public/mankind

Geography

- Leicestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£16,817	£16,583	-	-
2024-03-31	£20,182	£22,077	-	-
2023-03-31	£17,381	£13,233	-	-
2022-03-31	£40,481	£22,719	-	-
2020-12-30	£43,464	£13,303	-	-

Trustees

Name	Role	Appointed
Georgina Robson		2017-03-02
Karen Lesley Pugh		2025-05-16
LYNN ASHTON		2017-03-02
MARILYN PILE		2017-03-02
Paul Richard Turner		2021-01-01
TERESA ROBINSON		2017-03-02
Tara Pankhania		2019-10-30

Accounts



Trustees' Annual Report for the period

From 1st April 2024 To 31st March 2025

Charity name: Leicester Forest East Community Library

Charity registration number: 1163963

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote for the benefit of the residents of Leicester Forest East and the surrounding areas and communities the provision of a community library service for recreation and or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said residents
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provision of a Lending Library Service on behalf of Leicestershire County Council. Hire of library and other income generation activities that will allow the volunteers, members, and trustees of the Community Library in Leicester Forest East to afford to operate and continue to provide a lending library service in Leicester Forest East.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees are aware of the guidance issued by the Charity Commission on public benefit and have taken it into account when making decisions where the guidance is relevant.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not applicable
Policy on social investment including program related investment	Para 1.38	Not applicable.

Contribution made by volunteers	Para 1.38	The library is completely dependent on its volunteers, who carry out all necessary tasks to keep the library operational. The Charity is extremely grateful for their commitment of time, help and support. We currently have a total of 42 volunteers having gained 13 new volunteers in the year, whilst losing just 4.
Other		Not applicable.

Achievements and Performance

	SORP reference	Achievements of the Charity over the last year:
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	- The library continues to be open to the public for 21 hours each week. A library for the community run by the community. - The total of books issued in year was 829 monthly, an increase on the previous year. - Total number of new library joiners in year: 340. On average we have 1,500 visitors per month and our new joiner numbers are up too. - Regular activities during the year for the benefit of the community – Coffee and Chat once a week especially popular with the older age group; Craft group; Knitting group; Coffee morning first Saturday each month; new Book Club established. Fortnightly. Cancer support group. - Library and meeting rooms hired on a regular basis generating income for the library – LE3 Ladies group, Knit and Natter group. - Other successful events have included Diwali celebrations, Quiz nights and Bingo nights and three Craft Fairs a year which generate our main source of income. - Regular class visits from the local primary school and nurseries in the area, these generally encourage the children to pay a return visit to either borrow books or join the library.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Our ongoing objective is to expand on the existing levels of service and availability of the library service and its facilities to the local community.
Performance of fundraising activities against objectives set	Para 1.41	Fundraising events are our main source of income, us being well supported by our local community. Different groups for different activities, many being regular supporters understanding our ethos of keeping the library open for the benefit of our local community.
Investment performance against objectives	Para 1.41	The Library aims to maximise returns on surplus capital in safe, non-speculative investments.
Other		Not applicable.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity remains in a very strong financial position as at the end of March 2025.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We are a not-for-profit organisation and all funds received or generated directly support the purposes of the Charity and sustainability of the library. Surpluses are carried forward towards future running costs and we seek to retain sufficient reserves to cover events or situations that may occur.
Amount of reserves held	Para 1.22	£95,151
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Apart from the receipt of various grants the library derives its income from fundraising events, coffee mornings, sales of refreshments, individual donations, room hire and other organised groups that make use of the library facilities.
--	-----------	--

Investment policy and objectives including any social investment policy adopted	Para 1.46	All funds are invested back into the library and directly support our key objectives and provision of library services.
A description of the principal risks facing the charity	Para 1.46	We are fortunate to have built up a healthy financial reserve along the way but cannot afford to be complacent, having to continually think of new ways and ideas to generate much needed income to cover the ever growing costs and expenditure for energy bills, repairs, insurance and refurbishments etc.
Other		Not applicable.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	CIO Foundation Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	A trustee must be appointed by a resolution passed at a properly convened meeting of the Charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Continued training by LCC staff for new volunteers, and ongoing for existing members of staff. Refresher training is always beneficial for all staff.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We have a Trustee Committee of 9 members who manage the library. Leicestershire County Council have appointed an officer to support all Community Managed Libraries in the county.
Relationship with any related parties	Para 1.51	We are a member of a CML cluster group who have quarterly meetings to discuss and assist each other with problems that arise. We continue to appreciate the cheerful and willing support that we receive from our Hub at Wigston, as well as the regular visits from our Support Officer and Trainer.
Other		Not applicable.

Reference and Administrative details

Charity name	Leicester Forest East Community Library
Other name the charity uses	No other names
Registered charity number	1163963
Charity's principal address	76 Rushmere Walk Leicester Forest East Leicester. LE3 3PD

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Lynn Ashton	Property		
2	Tara Pankhania			
3	Marilyn Pile			
4	Teresa Robinson	Secretary		
5	Georgina Robson	Volunteer Co-ordinator.		
6	Karen Pugh	Treasurer		
7	Paul Turner			
8	Fiona Craner			
9	Paul Marriott			
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name	
Not applicable	

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year
Not applicable	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
	Not applicable	

Name of chief executive or names of senior staff members (Optional information)

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable

Other optional information

Not applicable

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees.

Signature(s)		
Full Name(s)	THERESA ROBINSON	GEORGINA ROBSON
Position (eg, secretary, Chair etc)	SECRETARY	TRUSTEE + VOLUNTEER CO-ORDINATOR
Date		

LEICESTER FOREST EAST COMMUNITY LIBRARY

INCOME AND EXPENDITURE
ACCOUNT FOR THE
12 MONTHS ENDING
31ST MARCH 2025

	<u>12 months</u> <u>to</u>	<u>12 months</u> <u>to</u>
	£	£
<u>INCOME</u>		
General Sales	2,504.07	2,366.87
Clubs, Societies	3,729.51	3,771.90
Room Hire	2,455.00	2,745.00
Donations	1,192.55	825.11
100 Club	1,004.00	1,003.00
Fundraising Events	1,856.21	2,334.92
Miscellaneous	-	39.01
LCC Support Grant	-	-
LCC s106	-	3,954.01
LFE Parish Council Grant	1,240.00	1,523.20
Blaby DC Grant	-	-
Bank Interest	2,835.72	1,619.06
	<u>16,817.06</u>	<u>20,182.08</u>
<u>EXPENDITURE</u>		
General Running Costs	1,260.62	1,096.28
Electricity	2,308.22	2,571.65
Gas	1,946.08	2,548.46
Telephone	436.47	437.14
Water	813.30	679.09
Insurance	788.67	736.99
Cleaning	872.53	1,023.71
Waste Collection	444.08	412.88
PPS	420.48	421.97
100 Club	452.45	461.50
Fundraising Events	171.25	278.70
Miscellaneous	691.94	995.79
Repairs & Renewals	5,977.07	2,612.99
Capital Expenditure	-	7,800.00
	<u>16,583.16</u>	<u>22,077.15</u>
Surplus/Deficit for the Year	<u>233.90</u>	<u>- 1,895.07</u>

BALANCE SHEET AS AT 31ST MARCH 2025

Represented by:

HSBC Current Account	-
Co-operative Bank	27,601.35
Cambridge & Counties Bank 95 Days	40,819.95
Hampshire Trust Bank 1 Year Bond	26,504.27
Cash Banked After Year-End	160.00
Till Float	35.00
Coffe Morning Float	30.00

Balance Brought Forward at 1st April 2024	95,150.57	<u><u>95,150.57</u></u>
---	-----------	-------------------------

Deficit/Surplus for the Year 233.90 Represented by:

HSBC Current Account	-
Co-operative Bank	25,079.83
Cambridge and Counties 95 Days	42,273.40
Hampshire Trust Bank 1 Year Bond	27,886.54
Cash Banked After Year-End	74.70
Till Float	35.00
Coffe Morning Float	35.00

95,384.47

95,384.47

The Accounts have been prepared on a cash basis. The following is for information only:

Outstanding Creditors at Year-End

Opus Gas	-
Opus Electricity	-
	<u>-</u>

Outstanding s106 Monies	Expiry Day	
Enhancement of Library Facilities	06.06.23	-
Library Stock	06.06.23	-
Library Stock	09.01.24	-
		<u>-</u>

The above Income and Expenditure Account and Balance Sheet, has been prepared from the accounting records of the Leicester Forest East Community Library, supplied to me by the Treasurer. In my opinion they are in accordance with these records.

Signed: Paul Eadie FCA

Date: 24.09.25

Membership number 7741236

39 Warren Lane, Leicester Forest East, Leicester LE3 3LW

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st April 2023 To 31st March 2024

Charity name: Leicester Forest East Community Library

Charity registration number: 1163963

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote for the benefit of the residents of Leicester Forest East and the surrounding areas and communities the provision of a community library service for recreation and or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said residents
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provision of a Lending Library Service on behalf of Leicestershire County Council. Hire of library and other income generation activities that will allow the volunteers, members, and trustees of the Community Library in Leicester Forest East to afford to operate and continue to provide a lending library service in Leicester Forest East.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees are aware of the guidance issued by the Charity Commission on public benefit and have taken it into account when making decisions where the guidance is relevant.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not applicable
Policy on social investment including program related investment	Para 1.38	Not applicable.

Contribution made by volunteers	Para 1.38	The library is completely dependent on its volunteers, who carry out all necessary tasks to keep the library operational. The Charity is extremely grateful for their commitment of time, help and support. We currently have a total of 37 volunteers having gained 11 new volunteers in the year, whilst losing just 4.
Other		Not applicable.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Achievements of the Charity over the last year: • The library continues to be open to the public for 21 hours each week. A library for the community run by the community. • The total of books issued in year was 10,426, an increase on the previous year total of 9,144. Total number of new library joiners in year: 340. Number of active borrowers has increased from 1,725 to 1,846. • Regular activities during the year for the benefit of the community – Coffee and Chat once a week especially popular with the older age group; Craft group; Knitting group; Coffee morning first Saturday each month; new Book Club established. • Library and meeting rooms hired on a regular basis generating income for the library – LE3 Ladies group, Knit and Natter group, Tuesday Teapot club and the Goldie group. • Other successful events have included Diwali celebrations, two Quiz nights and two Bingo nights, three successful Craft Fairs and a Volunteers Social. • Regular class visits from the local school coming into the library, particularly from the younger age groups. These have been very successful, often bringing their parents in to join them as a direct result of their visits.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against	Para 1.41	Our ongoing objective is to expand on the existing levels of service and availability of the library service and its facilities to the
----------------------	-----------	--

objectives set		local community.
Performance of fundraising activities against objectives set	Para 1.41	More fundraising activities were organised during the year but we still feel that we are not attracting the wider community, particularly working class families with younger children. This is despite working hard to increase our social media presence where possible.
Investment performance against objectives	Para 1.41	The Library aims to maximise returns on surplus capital in safe, non-speculative investments.
Other		Not applicable.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity remains in a very strong financial position as at the end of March 2024.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We are a not-for-profit organisation and all funds received or generated directly support the purposes of the Charity and sustainability of the library. Surpluses are carried forward towards future running costs and we seek to retain sufficient reserves to cover events or situations that may occur.
Amount of reserves held	Para 1.22	£95,151
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Apart from the receipt of various grants the library derives its income from fundraising events, coffee meetings, sales of refreshments, individual donations, room hire and other organised groups that make use of the library facilities.
Investment policy and objectives including any social investment policy adopted	Para 1.46	All funds are invested back into the library and directly support our key objectives and provision of library services.

A description of the principal risks facing the charity	Para 1.46	We are fortunate to have built up a healthy financial reserve along the way but cannot afford to be complacent, continually thinking of new ways and ideas to generate much needed income to cover the ever growing costs and expenditure for energy bills, repairs, insurance and refurbishments etc.
Other		Not applicable.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	CIO Foundation Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	A trustee must be appointed by a resolution passed at a properly convened meeting of the Charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Continued training by LCC staff for new volunteers, and ongoing for existing members of staff. Refresher training is always beneficial for all staff.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We have a Trustee Committee of 7 members who manage the library. Leicestershire County Council have appointed an officer to support all Community Managed Libraries in the county.
Relationship with any related parties	Para 1.51	We are a member of a CML cluster group who have quarterly meetings to discuss and assist each other with problems that arise. We continue to appreciate the cheerful and willing support that we receive from our Hub at Wigston, as well as the regular visits from our Support Officer and Trainer.
Other		Not applicable.

Reference and Administrative details

Charity name	Leicester Forest East Community Library
Other name the charity uses	No other names
Registered charity number	1163963
Charity's principal address	76 Rushmere Walk Leicester Forest East Leicester. LE3 3PD

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
	Not applicable	

Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable

Other optional information

Not applicable

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	Georgina Rob —	Teresa Robinson
Full name(s)	GEORGINA ROSSON	TERESA ROBINSON
Position (eg Secretary, Chair, etc)	CHAIR / TRUSTEE	SECRETARY / TRUSTEE
Date	25.09.24	

LEICESTER FOREST EAST COMMUNITY LIBRARY

INCOME AND EXPENDITURE ACCOUNT FOR THE 12 MONTHS ENDING 31ST MARCH 2024

	<u>12 months</u> <u>to</u> <u>31.03.2024</u>	<u>12 months</u> <u>to</u> <u>31.03.2023</u>
	£	£
<u>INCOME</u>		
General Sales	2,366.87	1,565.17
Clubs, Societies	3,771.90	3,299.59
Room Hire	2,745.00	2,175.26
Donations	825.11	602.66
100 Club	1,003.00	844.00
Fundraising Events	2,334.92	3,037.66
Miscellaneous	39.01	37.75
LCC Support Grant	-	-
LCC s106	3,954.01	5,349.51
LFE Parish Council Grant	1,523.20	-
Blaby DC Grant	-	-
Bank Interest	1,619.06	469.22
	<u>20,182.08</u>	<u>17,380.82</u>
<u>EXPENDITURE</u>		
General Running Costs	1,096.28	496.60
Electricity	2,571.65	1,859.73
Gas	2,548.46	1,275.73
Telephone	437.14	491.72
Water	679.09	620.45
Insurance	736.99	728.04
Cleaning	1,023.71	951.94
Waste Collection	412.88	843.36
PPS	421.97	438.50
100 Club	461.50	427.00
Fundraising Events	278.70	244.12
Miscellaneous	995.79	636.48
Repairs & Renewals	2,612.99	4,219.22
Capital Expenditure	7,800.00	-
	<u>22,077.15</u>	<u>13,232.89</u>
Deficit/Surplus for the Year	<u>- 1,895.07</u>	<u>4,147.93</u>

BALANCE SHEET AS AT 31ST MARCH 2024

Represented by:

HSBC Current Account	-
Co-operative Bank	30,759.10
Cambridge & Counties Bank 95 Days	20,000.00
Hampshire Trust Bank 1 Year Bond	45,719.22
Cash Banked After Year-End	497.32
Till Float	35.00
Coffe Morning Float	35.00

Balance Brought Forward at 1st April 2023	97,045.64	<u><u>97,045.64</u></u>
---	-----------	-------------------------

Deficit/Surplus for the Year - 1,895.07 Represented by:

HSBC Current Account	-
Co-operative Bank	27,601.35
Cambridge and Counties 95 Days	40,819.95
Hampshire Trust Bank 1 Year Bond	26,504.27
Cash Banked After Year-End	160.00
Till Float	35.00
Coffe Morning Float	30.00

95,150.57

95,150.57

The Accounts have been prepared on a cash basis. The following is for information only:

Outstanding Creditors at Year-End

Opus Gas	-
Opus Electricity	-
	<u>-</u>

Outstanding s106 Monies	Expiry Day	
Enhancement of Library Facilities	06.06.23	-
Library Stock	06.06.23	-
Library Stock	09.01.24	-
		<u>-</u>

The above Income and Expenditure Account and Balance Sheet, has been prepared from the accounting records of the Leicester Forest East Community Libray, supplied to me by the Treasurer. In my opinion they are in accordance with these records.

Signed: Paul Eadie FCA

Date: 19.04.24

Membership number 7741236

39 Warren Lane, Leicester Forest East, Leicester LE3 3LW

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st April 2022 To 31st March 2023

Charity name: Leicester Forest East Community Library

Charity registration number: 1163963

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document.	Para 1.17	To promote for the benefit of the residents of Leicester Forest East and the surrounding areas and communities the provision of a community library service for recreation and or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said residents.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provision of a Lending Library Service on behalf of Leicestershire County Council. Hire of library and other income generation activities that will allow the volunteers, members, and trustees of the Community Library in Leicester Forest East to afford to operate and continue to provide a lending library service in Leicester Forest East.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees are aware of the guidance issued by the Charity Commission on public benefit and have taken it into account when making decisions where the guidance is relevant.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Apply for funding where appropriate for projects that generate regular income and review existing projects to make sure they are profitable
Policy on social investment including program related investment	Para 1.38	Not applicable.

Contribution made by volunteers	Para 1.38	The library is completely dependent on its volunteers, who carry out all necessary tasks to keep the library operational. The Charity is extremely grateful for their commitment of time, help and support. There were 6 new volunteers in the year, having lost just 2.
Other		Not applicable.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Achievements and initiatives of the Charity over the last year: • The library continues to be open to the public for 21 hours each week. A library for the community run by the community. • The total of books issued in year was 9,144, an increase on the previous year total of 7,897. Total number of new library joiners in year: 267. • Children's book stock has been replenished and the Children's Wellbeing collection was acquired using 106 monies. • Regular activities during the year for the benefit of the community – Coffee and Chat once a week especially popular with the older age group; Craft group; Knitting group; Tai Chi classes; Coffee morning first Saturday each month. • Library and meeting rooms hired on a regular basis generating income for the library – LE3 Ladies group, Knit and Natter group, Tuesday Teapot club and the Goldy group. • Other successful events have included Diwali celebrations, Chinese New Year festival, two Quiz nights and two Bingo nights, three successful Craft Fairs, a Christmas paper quiz, a Volunteers Social and an Afternoon Tea Party to celebrate the King's coronation. • Children's visits from the local schools and pre-schools have increased and this has had a direct impact on our new joiner numbers.

		Improved social media presence (Twitter, Facebook, website, local magazines, noticeboards) advertising events and promoting the library to a wider audience.
--	--	--

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Our ongoing objective is to expand on the existing levels of service and availability of the library service and its facilities to the local community.
Performance of fundraising activities against objectives set	Para 1.41	More fundraising activities were organised during the year but there was still a lack of support from the wider community which needs to be built upon in future. Need to continue to try to increase revenue by holding activities and events in the library, both during opening and out of hours.
Investment performance against objectives	Para 1.41	Not applicable.
Other		Not applicable.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity is in a very strong financial position as at the end of March 2023
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We are a not-for-profit organisation and all funds received or generated directly support the purposes of the Charity and sustainability of the library. Surpluses are carried forward towards future running costs and we seek to retain sufficient reserves to cover events or situations that may occur.
Amount of reserves held	Para 1.22	£97,046
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Apart from the receipt of various grants in the year the principal source of funds has included sales of refreshments, coffee mornings, room hire income, individual donations, various events, quizzes, and other activities such as "100 Club" draw
Investment policy and objectives including any social investment policy adopted	Para 1.46	All funds are invested back into the library and directly support our key objectives and provision of library services.
A description of the principal risks facing the charity	Para 1.46	From an operational point of view, a shortage of volunteers to operate the library as well as sufficient volunteers to meet required standard of governance could pose a problem in future. Lack of attendees at events or activities organised at the library. The library needs to host activities and events to boost its income, especially with the rising costs of energy and fuel bills which have hit the library hard over the last 12 months.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	CIO Foundation Constitution
How is the charity constituted?	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustee must be appointed by a resolution passed at a properly convened meeting of the Charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Continued training by LCC staff for new volunteers, and ongoing for existing members of staff. Refresher training is always beneficial for all staff.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We have a Trustee Committee of 7 members who manage the library. Leicestershire County Council have appointed an officer to support all Community Managed Libraries in the county.
Relationship with any related parties	Para 1.51	We are a member of a CML cluster group who have quarterly meetings to discuss and assist each other with problems that arise. We continue to appreciate the cheerful and willing support that we receive from our Hub at Wigston, as well as the regular visits from our Support Officer and Trainer.
Other		Not applicable.

Reference and Administrative details

Charity name	Leicester Forest East Community Library
Other name the charity uses	No other names
Registered charity number	1163963
Charity's principal address	76 Rushmere Walk Leicester Forest East Leicester. LE3 3PD

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Lynn Ashton			
2	Tara Pankhania			
3	Marilyn Pile			
4	Teresa Robinson	Secretary		
5	Georgina Robson	Volunteer Co-ordinator		
6	Martyn Luczka	Treasurer		
7	Paul Turner			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
Not applicable		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Not applicable		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable.

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
	Not applicable.	

Name of chief executive or names of senior staff members (Optional information)

Not applicable.

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable.

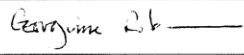
Other optional information

Not applicable.

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Georgina Robson	Teresa Robinson
Position (eg Secretary, Chair, etc)	Chair	Secretary

Date

30 th September 2022

LEICESTER FOREST EAST COMMUNITY LIBRARY

INCOME AND EXPENDITURE ACCOUNT FOR THE 12 MONTHS ENDING 31ST MARCH 2023

	<u>12 months</u> <u>to</u> <u>31.03.2023</u>	<u>15 months</u> <u>to</u> <u>31.03.2022</u>
	£	£
<u>INCOME</u>		
General Sales	1,565.17	1,046.04
Clubs, Societies	3,299.59	3,199.97
Room Hire	2,175.26	1,507.00
Donations	602.66	812.04
100 Club	844.00	998.00
Fundraising Events	3,037.66	909.82
Miscellaneous	37.75	135.33
LCC Support Grant	-	4,664.00
LCC s106	5,349.51	2,360.85
LFE Parish Council Grant	-	5,848.88
Blaby DC Grant	-	18,750.00
Bank Interest	469.22	250.00
	<u>17,380.82</u>	<u>40,481.93</u>
<u>EXPENDITURE</u>		
General Running Costs	496.60	593.70
Electricity	1,859.73	1,656.54
Gas	1,275.73	551.83
Telephone	491.72	580.08
Water	620.45	823.24
Insurance	728.04	623.00
Cleaning	951.94	1,163.58
Waste Collection	843.36	942.22
PPS	438.50	405.22
100 Club	427.00	594.50
Fundraising Events	244.12	314.71
Miscellaneous	636.48	1,515.00
Repairs & Renewals	4,219.22	7,541.01
Capital Expenditure	-	5,414.88
	<u>13,232.89</u>	<u>22,719.51</u>
Surplus for the Year/Period	<u>4,147.93</u>	<u>17,762.42</u>

BALANCE SHEET AS AT 31ST MARCH 2023

Represented by:

HSBC Current Account	47,580.72
Co-operative Bank	-
Cambridge & Counties Bank 95 Days	-
Hampshire Trust Bank 1 Year Bond	45,250.00
Till Float	35.00
Coffe Morning Float	32.00

Balance Brought Forward at 1st April 2022	92,897.72	<u><u>92,897.72</u></u>
---	-----------	-------------------------

Surplus for the Year 4,147.93 Represented by:

HSBC Current Account	-
Co-operative Bank	30,759.10
Cambridge and Counties 95 Days	20,000.00
Hampshire Trust Bank 1 Year Bond	45,719.22
Cash Banked After Year-End	497.33
Till Float	35.00
Coffe Morning Float	35.00

Balance Carried Forward as at 31st March 2023	<u><u>97,045.65</u></u>	<u><u>97,045.65</u></u>
---	-------------------------	-------------------------

The Accounts have been prepared on a cash basis. The following is for information only:

Outstanding Creditors at Year-End

Opus Gas	-
Opus Electricity	188.12
	<u><u>188.12</u></u>
Outstanding s106 Monies	Expiry Day
Enhancement of Library Facilities	06.06.23 3,941.86
Library Stock	06.06.23 105.71
Library Stock	09.01.24 1.42
	<u><u>4,048.99</u></u>

The above Income and Expenditure Account and Balance Sheet, has been prepared from the accounting records of the Leicester Forest East Community Library, supplied to me by the Treasurer. In my opinion they are in accordance with these records.

Signed: Paul Eadie FCA

Date: 12.05.23

Membership number 7741236

39 Warren Lane, Leicester Forest East, Leicester LE3 3LW

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st January 2021 To 31st March 2022

Charity name: Leicester Forest East Community Library

Charity registration number: 1163963

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document.	Para 1.17	To promote for the benefit of the residents of Leicester Forest East and the surrounding areas and communities the provision of a community library service for recreation and or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said residents.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provision of a Lending Library Service on behalf of Leicestershire County Council. Hire of library and other income generation activities that will allow the volunteers, members, and trustees of the Community Library in Leicester Forest East to afford to operate and continue to provide a lending library service in Leicester Forest East.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees are aware of the guidance issued by the Charity Commission on public benefit and have taken it into account when making decisions where the guidance is relevant.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Apply for funding where appropriate for projects that generate regular income and review existing projects to make sure they are profitable
Policy on social investment including program related investment	Para 1.38	Not applicable.

Contribution made by volunteers	Para 1.38	The library is completely dependent on its volunteers, who carry out all necessary tasks to keep the library operational. The Charity is extremely grateful for their commitment of time, help and support. There were 10 new volunteers in the year, having lost just 3.
Other		Not applicable.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Achievements and initiatives of the Charity over the last year: • From September 2021, when the Government eased restrictions concerning COVID, the library reverted to being open to the public for 21 hours each week. • The total of books issued in year was 7,897, well up on previous year of 2,000. Total number of new library joiners in year: 245. • Regular activities during the year for the benefit of the community – Story and Rhyme for pre-school children; Coffee and Chat once a week especially popular with the older age group; Craft group; Knitting group; Tai Chi classes; Coffee morning first Saturday each month. • Library and meeting rooms hired on a regular basis generating income for the library – LFE Ladies group, Knit and Natter group and Tuesday Teapot club. • Other successful events have included a Diwali celebration and a Chinese New Year festival, a Family fun day for children at Christmas time, a Children's activity afternoon, a Plant sale, a Sunday Market, and a Christmas paper quiz which was received with enthusiasm. • The Reading Challenge for 2022 was "Gadgeteers". • In July the local Montessori nursery came and joined. They are aiming to bring the pre-school children once a month to choose books and read a story to them whilst they visit.

		We have increased our social media presence this year by adding Instagram, Twitter and Facebook to our repertoire, in addition to the website that has been our main tool for promoting ourselves up to now.
--	--	--

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Our ongoing objective is to expand on the existing levels of service and availability of the library service and its facilities to the local community.
Performance of fundraising activities against objectives set	Para 1.41	More fundraising activities were organised during the year but there was still a lack of support from the wider community which needs to be built upon in future.
Investment performance against objectives	Para 1.41	Not applicable.
Other		Not applicable.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity is in a very strong financial position as at the end of March 2022 having received a further £32k in various grants during the year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We are a not-for-profit organisation and all funds received or generated directly support the purposes of the Charity and sustainability of the library. Surpluses are carried forward towards future running costs and we seek to retain sufficient reserves to cover events or situations that may occur.
Amount of reserves held	Para 1.22	£92,898
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Apart from the receipt of various grants in the year the principal source of funds has included sales of refreshments, coffee mornings, room hire income, individual donations, various events, quizzes, and other activities such as "100 Club" draw.
Investment policy and objectives including any social investment policy adopted	Para 1.46	All funds are invested back into the library and directly support our key objectives and provision of library services.
A description of the principal risks facing the charity	Para 1.46	From an operational point of view, a shortage of volunteers to operate the library as well as sufficient volunteers to meet required standard of governance could pose a problem in future. Lack of attendees at events or activities organised at the library. High energy bills and running costs could put a strain on the library's finances after a few years.
Other		LCC are still discussing the way forward after the current ten-year lease for the premises runs out.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	CIO Foundation Constitution
How is the charity constituted?	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustee must be appointed by a resolution passed at a properly convened meeting of the Charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Continued training by LCC staff for new volunteers, and ongoing for existing members of staff. Refresher training is always beneficial for all staff.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We have a Trustee Committee of 7 members who manage the library. Leicestershire County Council have appointed an officer to support all Community Managed Libraries in the county.
Relationship with any related parties	Para 1.51	We are a member of a CML cluster group who have quarterly meetings to discuss and assist each other with problems that arise. We continue to appreciate the cheerful and willing support that we receive from our Hub at Wigston, as well as the regular visits from our Support Officer and Trainer.
Other		Not applicable.

Reference and Administrative details

Charity name	Leicester Forest East Community Library
Other name the charity uses	No other names
Registered charity number	1163963
Charity's principal address	76 Rushmere Walk Leicester Forest East Leicester. LE3 3PD

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Lynn Ashton			
2	Tara Pankhania			
3	Marilyn Pile			
4	Teresa Robinson	Secretary		
5	Georgina Robson	Volunteer Co-ordinator		
6	Martyn Luczka	Treasurer		
7	Paul Turner			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
Not applicable		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Not applicable		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable.

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
	Not applicable.	

Name of chief executive or names of senior staff members (Optional information)

Not applicable.

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable.

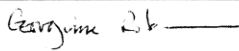
Other optional information

Not applicable.

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Georgina Robson	Teresa Robinson
Position (eg Secretary, Chair, etc)	Chair	Secretary

Date

30 th September 2022

LEICESTER FOREST EAST COMMUNITY LIBRARY**INCOME AND EXPENDITURE ACCOUNT FOR THE 15 MONTH 1st JANUARY 2021 TO 31st MARCH 2022**

	<u>15 months to 31.03.2022</u>	<u>12 months to 31.12.2020</u>
INCOME		
General Sales	1,046.04	1,054.76
Clubs, Societies	3,199.97	751.95
Room Hire	1,507.00	560.00
Donations	812.04	346.40
100 Club	998.00	921.00
Fundraising events	909.82	146.00
Miscellaneous	135.33	-
LCC Support grant	4,664.00	4,248.00
LCC s106	2,360.85	9,839.75
LFE Parish Council Grant	5,848.88	-
Blaby DC Grant	18,750.00	-
Other grants re: Covid support	0.00	25,597.00
Bank interest	250.00	-
	<u>40,481.93</u>	<u>43,464.86</u>
EXPENDITURE		
General Running costs	593.70	359.17
Electricity	1,656.54	1,226.30
Gas	551.83	377.95
Telephone	580.08	478.79
Water	823.24	408.80
Insurance	623.00	1,164.64
Cleaning	1,163.58	979.01
Waste Collection	942.22	469.62
PPS	405.22	101.80
100 Club	594.50	438.50
Fundraising events	314.71	19.00
Misc	1,515.00	521.35
Repairs & Renewals	7,541.01	6,758.50
Capital expenditure	5,414.88	0.00
	<u>22,719.51</u>	<u>13,303.43</u>
Surplus for the period	<u>17,762.42</u>	<u>30,161.43</u>

BALANCE SHEET AS AT 31st MARCH 2022

		Represented by:	
		HSBC Current Account	49,344.30
		Hampshire Trust Bank 1 Year Bond	25,000.00
		Till float	25.00
		Unbanked Till cash at year-end	766.00
Balance brought forward at 1st January 2021	75,135.30		<u>75,135.30</u>
Surplus for the 15 months ended 31st March 2022	17,762.42	Represented by:	
		HSBC Current Account	47,580.72
		Hampshire Trust Bank 1 Year Bond	45,250.00
		Till float	35.00
		Coffee morning float	32.00
	<u>92,897.72</u>		<u>92,897.72</u>

The Accounts have been prepared on a cash basis. The following is for information only:

Outstanding creditors at year end:

Opus gas	62.13
Opus electricity	128.57
	<u>190.70</u>

Outstanding s106 monies

	expiry date	
Enhancement of library facilities	06.06.23	4,683.37
Library stock	06.06.23	1,157.85
Library stock	09.01.24	1,115.71
		<u>6,956.93</u>

The above Income and Expenditure Account and Balance Sheet, has been prepared from the accounting records of the Leicester Forest East Community Library, supplied to me by the treasurer. In my opinion they are in accordance with these records.

Signed: Alison M Bluff, FCA
Linden House, Church Walk, Bruntingthorpe, Lutterworth, LE17 5QH

Date: 18.08.22

LEICESTER FOREST EAST COMMUNITY LIBRARY**INCOME AND EXPENDITURE ACCOUNT FOR THE 15 MONTH 1st JANUARY 2021 TO 31st MARCH 2022**

	<u>15 months to 31.03.2022</u>	<u>12 months to 31.12.2020</u>
INCOME		
General Sales	1,046.04	1,054.76
Clubs, Societies	3,199.97	751.95
Room Hire	1,507.00	560.00
Donations	812.04	346.40
100 Club	998.00	921.00
Fundraising events	909.82	146.00
Miscellaneous	135.33	-
LCC Support grant	4,664.00	4,248.00
LCC s106	2,360.85	9,839.75
LFE Parish Council Grant	5,848.88	-
Blaby DC Grant	18,750.00	-
Other grants re: Covid support	0.00	25,597.00
Bank interest	250.00	-
	<u>40,481.93</u>	<u>43,464.86</u>
EXPENDITURE		
General Running costs	593.70	359.17
Electricity	1,656.54	1,226.30
Gas	551.83	377.95
Telephone	580.08	478.79
Water	823.24	408.80
Insurance	623.00	1,164.64
Cleaning	1,163.58	979.01
Waste Collection	942.22	469.62
PPS	405.22	101.80
100 Club	594.50	438.50
Fundraising events	314.71	19.00
Misc	1,515.00	521.35
Repairs & Renewals	7,541.01	6,758.50
Capital expenditure	5,414.88	0.00
	<u>22,719.51</u>	<u>13,303.43</u>
Surplus for the period	<u>17,762.42</u>	<u>30,161.43</u>

BALANCE SHEET AS AT 31st MARCH 2022

		Represented by:	
		HSBC Current Account	49,344.30
		Hampshire Trust Bank 1 Year Bond	25,000.00
		Till float	25.00
		Unbanked Till cash at year-end	766.00
Balance brought forward at 1st January 2021	75,135.30		<u>75,135.30</u>
Surplus for the 15 months ended 31st March 2022	17,762.42	Represented by:	
		HSBC Current Account	47,580.72
		Hampshire Trust Bank 1 Year Bond	45,250.00
		Till float	35.00
		Coffee morning float	32.00
	<u>92,897.72</u>		<u>92,897.72</u>

The Accounts have been prepared on a cash basis. The following is for information only:

Outstanding creditors at year end:

Opus gas	62.13
Opus electricity	128.57
	<u>190.70</u>

Outstanding s106 monies

	expiry date	
Enhancement of library facilities	06.06.23	4,683.37
Library stock	06.06.23	1,157.85
Library stock	09.01.24	1,115.71
		<u>6,956.93</u>

The above Income and Expenditure Account and Balance Sheet, has been prepared from the accounting records of the Leicester Forest East Community Library, supplied to me by the treasurer. In my opinion they are in accordance with these records.

Signed: Alison M Bluff, FCA
Linden House, Church Walk, Bruntingthorpe, Lutterworth, LE17 5QH

Date: 18.08.22

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st January 2020 **To** 31st December 2020

Charity name: Leicester Forest East Community Library

Charity registration number: 1163963

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote for the benefit of the residents of Leicester Forest East and the surrounding areas and communities the provision of a community library service for recreation and or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said residents.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provision of a Lending Library Service on behalf of Leicestershire County Council. Hire of library and other income generation activities that will allow the volunteers, members and trustees of the Community Library in Leicester Forest East to afford to operate and continue to provide a lending library service in Leicester Forest East.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees are aware of the guidance issued by the Charity Commission on public benefit and have taken it into account when making decisions where the guidance is relevant.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Apply for funding where appropriate for projects that generate regular income and review existing projects to make sure they are profitable
Policy on social investment including program related investment	Para 1.38	Not applicable.

Contribution made by volunteers	Para 1.38	The library is completely dependent on its volunteers, who carry out all necessary tasks to keep the library operational. The Charity is extremely grateful for their commitment of time, help and support. Unfortunately, the impact of the Coronavirus on our volunteer numbers has had a detrimental effect with many re-evaluating their position.
Other		Not applicable.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Achievements and initiatives of the Charity over the last year: • An unprecedented year due to the Pandemic. Hours of opening have been adjusted throughout the course of the year according to the various lockdowns. The library offered a "Click and Collect" service initially, followed by "Book and Browse". • Restricted delivery of library services – total books issued in year was 2,000, well down on previous year because of Covid. Total number of new library joiners in year: 129. • Regular activities in the early part of the year for the benefit of the community – Story and Rhyme for pre-school children; Coffee and Chat once a week especially popular with the older age group; Craft group; Knitting group; Yoga classes; Construction group; Coffee morning first Saturday each month. • Library and meeting rooms hired on a regular basis up to mid-March generating income for the library – LFE Ladies group, Knit and Natter group and Bosom Babies. • All additional events were severely curtailed because of Covid with only a Table Top Sale being held in November. • The Reading Challenge for 2020 was 'Silly Squad'. Due to COVID-19 this was organised online only. • The library facilities are much appreciated by young and old alike. Many library users, particularly the older generation, have missed regular activities at the library during the pandemic and have been eager to see the library opened again.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Our initial objective was to maintain existing levels of service and availability of the library service and its facilities to the local community. This has been hampered in 2020 because of various lockdowns during the pandemic.
Performance of fundraising activities against objectives set	Para 1.41	After an unprecedented year due to the pandemic and with various lockdown impositions it has been very difficult to organise many fundraising activities and, as a result, objectives have not been able to be met.
Investment performance against objectives	Para 1.41	Not applicable.
Other		Not applicable.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Having received almost £40k in grants during the year the Charity was in a very strong financial position at the end of December 2020, which bodes well for when the LCC support grant ceases in January 2022.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We are a not-for-profit organisation and all funds received or generated directly support the purposes of the Charity and sustainability of the library. Surpluses are carried forward towards future running costs and we seek to retain sufficient reserves to cover events or situations that may occur.
Amount of reserves held	Para 1.22	£75,135.30
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	We are currently part supported by Leicestershire County Council on a diminishing basis annually. Other sources of funds have included sales of refreshments, coffee mornings, yoga club,
--	-----------	---

		room hire income, individual donations and other activities such as "100 Club". Unfortunately, these have been limited due to the pandemic.
Investment policy and objectives including any social investment policy adopted	Para 1.46	All funds are invested back into the library and directly support our key objectives and provision of library services.
A description of the principal risks facing the charity	Para 1.46	The Charity's principal source of funds is the annual grant (paid quarterly) received from Leicestershire County Council. This grant-funding will reduce year-on-year, and as it diminishes, so our own income generation will need to grow. From an operational point of view, a shortage of volunteers to operate the library as well as sufficient volunteers to meet required standard of governance could pose a problem in future. In addition, the need to build user confidence to return to the library after the pandemic.
Other		LCC are still discussing the way forward after the current ten-year lease for the premises runs out.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	CIO Foundation Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustee must be appointed by a resolution passed at a properly convened meeting of the Charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Continued training by LCC staff for new volunteers, and ongoing for existing members of staff. Refresher training is always beneficial for all staff.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We have a Trustee Committee of 7 members who manage the library. Leicestershire County Council have appointed an officer to support all Community Managed Libraries in the county.
Relationship with any related parties	Para 1.51	We are a member of a CML cluster group who have quarterly meetings to discuss and assist each other with problems that arise. We continue to appreciate the cheerful and willing support that we receive from our Hub at Wigston, as well as the regular visits from our Support Officer and Trainer.
Other		Not applicable.

Reference and Administrative details

Charity name	Leicester Forest East Community Library
Other name the charity uses	No other names
Registered charity number	1163963
Charity's principal address	76 Rushmere Walk Leicester Forest East Leicester. LE3 3PD

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Lynn Ashton			
2	Tara Pankhania			
3	Marilyn Pile			
4	Teresa Robinson	Secretary		
5	Georgina Robson	Volunteer Co-ordinator		
6	Eileen Marlowe	Treasurer	To 28.02.20	
7	Wendy Walker		To 30.06.20	
8	Martyn Luczka	Treasurer	From 28.02.20	
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
Not applicable		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Not applicable		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable.

Additional information (optional)**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
-----------------	------	---------

	Not applicable.	

Name of chief executive or names of senior staff members (Optional information)

Not applicable.

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable.

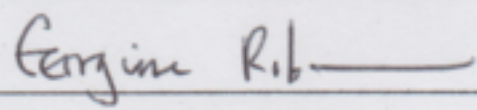
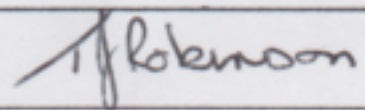
Other optional information

Not applicable.

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Georgina Robson	Teresa Robinson
Position (eg Secretary, Chair, etc)	Chair	Secretary

Date	10 th August 2021
------	------------------------------

LEICESTER FOREST EAST COMMUNITY LIBRARY

INCOME AND EXPENDITURE ACCOUNT FOR THE PERIOD 1st JANUARY 2020 TO 31st DECEMBER 2020

<u>INCOME</u>	<u>2020</u>
General Sales	1,054.76
Clubs, Societies	751.95
Room Hire	560.00
Donations	346.40
100 Club	921.00
Fundraising events	146.00
L C C Support grant	4,248.00
L C C s106	9,839.75
Other grants re: Covid support	25,597.00
	<u>43,464.86</u>

<u>EXPENDITURE</u>	
General Running costs	359.17
Electricity	1,226.30
Gas	377.95
Telephone	478.79
Water	408.80
Insurance	1,164.64
Cleaning	979.01
Waste Collection	469.62
PPS	101.80
100 Club	438.50
Fundraising events	19.00
Misc	521.35
Repairs & Renewals	6,758.50
	<u>13,303.43</u>

Surplus for the year	<u>30,161.43</u>
-----------------------------	-------------------------

BALANCE SHEET AS AT 31st DECEMBER 2020

		Represented by:	
		HSBC Current Account	44,948.87
		Till float	25.00
Balance brought forward at 1st January 2020	44,973.87		<u>44,973.87</u>
Surplus for the year 2020	30,161.43	Represented by:	
		HSBC Current Account	49,344.30
		Hampshire Trust Bank 1 Year Bond	25,000.00
		Till float	25.00
		Unbanked Till cash at year-end	766.00
	<u>75,135.30</u>		<u>75,135.30</u>

The Accounts have been prepared on a cash basis. The following is for information only:

Outstanding creditors at year end:

Opus gas	46.46
Opus electricity	111.96
Lynn - coasters	123.69
	<u>282.11</u>

The above Income and Expenditure Account and Balance Sheet, has been prepared from the accounting records of the Leicester Forest East Community Library, supplied to me by the treasurer. In my opinion they are in accordance with these records.

Signed: Alison M Bluff, ACA
Linden House, Church Walk, Bruntingthorpe, Lutterworth, LE17 5QH

Date: 05.07.21

LEICESTER FOREST EAST COMMUNITY LIBRARY

INCOME AND EXPENDITURE ACCOUNT FOR THE PERIOD 1st JANUARY 2020 TO 31st DECEMBER 2020

<u>INCOME</u>	<u>2020</u>
General Sales	1,054.76
Clubs, Societies	751.95
Room Hire	560.00
Donations	346.40
100 Club	921.00
Fundraising events	146.00
L C C Support grant	4,248.00
L C C s106	9,839.75
Other grants re: Covid support	25,597.00
	<u>43,464.86</u>

<u>EXPENDITURE</u>	
General Running costs	359.17
Electricity	1,226.30
Gas	377.95
Telephone	478.79
Water	408.80
Insurance	1,164.64
Cleaning	979.01
Waste Collection	469.62
PPS	101.80
100 Club	438.50
Fundraising events	19.00
Misc	521.35
Repairs & Renewals	6,758.50
	<u>13,303.43</u>

Surplus for the year	<u>30,161.43</u>
-----------------------------	-------------------------

BALANCE SHEET AS AT 31st DECEMBER 2020

		Represented by:	
		HSBC Current Account	44,948.87
		Till float	25.00
Balance brought forward at 1st January 2020	44,973.87		<u>44,973.87</u>
Surplus for the year 2020	30,161.43	Represented by:	
		HSBC Current Account	49,344.30
		Hampshire Trust Bank 1 Year Bond	25,000.00
		Till float	25.00
		Unbanked Till cash at year-end	766.00
	<u>75,135.30</u>		<u>75,135.30</u>

The Accounts have been prepared on a cash basis. The following is for information only:

Outstanding creditors at year end:

Opus gas	46.46
Opus electricity	111.96
Lynn - coasters	123.69
	<u>282.11</u>

The above Income and Expenditure Account and Balance Sheet, has been prepared from the accounting records of the Leicester Forest East Community Library, supplied to me by the treasurer. In my opinion they are in accordance with these records.

Signed: Alison M Bluff, ACA
Linden House, Church Walk, Bruntingthorpe, Lutterworth, LE17 5QH

Date: 05.07.21